

Mission Statement

With respect for cultures and the needs of communities, Northern Lakes College provides quality educational programs and services which enable adults to continue their education, to improve their employment opportunities, and to enhance their quality of life.



MINUTES
The Board of Governors of Northern Lakes College

October 19th, 2017

10:00 a.m.

Slave Lake Campus

Present:

Governors	
Daniel Vandermeulen - <i>Public Member (Chair)</i>	√
Fern Welch - <i>Public Member (partial meeting)</i>	√
Ray Stern - <i>Public Member</i>	√
Shona Hommy - <i>Faculty Association-nominated Member</i>	√
Edith Mackenzie – <i>Staff Association-nominated Member</i>	√
Candice Calliou – <i>Public Member</i>	√
Ann Everatt – <i>President and CEO</i>	√
Staff	
Madeline McVey, <i>Vice President, Academic</i>	√
Rob LeSage, <i>Vice President, Corporate Services and Chief Financial Officer</i>	√
Bruce D’Sena, <i>Chief Information Officer</i>	√
Lisa Richard, <i>Executive Assistant President & CEO</i>	√
Guests	

1. Opening

1.1 Confirm Quorum: Quorum established

1.2 Call to Order: The meeting was called to order at 9:54 a.m. by the Chair, Daniel Vandermeulen.

1.3 Conflict of Interest: No conflict was declared.

2. Consent Items:

2.1 Adoption of Public Meeting Agenda

No additions or deletions

MOTION 015-17/18: Moved by **Edith**
That the agenda for October 19th, 2017 be adopted.
CARRIED

2.2 Acceptance of Minutes

The September 21st, 2017 Minutes were accepted.

MOTION 016-17/18: Moved by **Ray**
That the Sept 21st, 2017 Minutes be accepted.
CARRIED

3. Reports

3.1 Board Chair's Report: Daniel Vandermeulen

The Board Chair's report was presented to the Board.

3.2 President's Report: Ann Everatt

The President's report was presented to the Board.

3.3 Risk Management Report: Rob LeSage, Bruce D'Sena

The Risk Management report was presented to the Board

3.4 Capital Funding Plan: Ray Stern

Remove from future agendas. Included under 3.6

3.5 Economic Impact: Ann Everatt

The Economic Impact Study Results are ready to be released to the public.
Expand agenda topic to include: Economic and Social Impact.

3.6 High Prairie Campus: Ray Stern

Vice Chair presented the Board High Prairie Campus Construction Committee progress update. Highlights included:

- Board members wish to proceed with setting up a stakeholder consultation meeting as soon as possible.
- Four alternatives to funding to be considered, each with its own level of risk. Members agree to move forward with Lobbying efforts.
- **Action:** Fund Development Manager will provide a High Prairie Campus Campaign proposal for November's Board Meeting

3.7 Post Secondary Collaboration: Ann Everatt

Post-Secondary Collaboration was discussed with the Board

3.7.1 Kayas College

Work is ongoing with Kayas College.

3.7.2 Lakeland College

Collaborative MOU has been signed with Lakeland College. Northern Lakes College is looking at partnering to bring in Environmental Technology programs.

3.7.3 King's University

Collaboration is ongoing.

3.7.4 Athabasca University

Collaboration discussions are ongoing.

3.8 Student Satisfaction Survey: Ann Everatt

Subsumed under 4.2

3.9 Year to Year Headcount: Ann Everatt

Subsumed under 4.2

4. Committees

The Board broke away into Committees

5. Lunch

6. Business:

6.1 Audit & Finance Committee Report: Ray Stern

Vice-Chair presented the Audit & Finance Committee report. Highlights include:

- OAG Exit Audit went well; 4 items discussed with Management.
- IT analytics will be brought over to the Board Programs and Services Committee
- Discussions regarding IT challenges for all PSIs.

6.12 Acceptance of Financial Statements

MOTION 017-17/18: Moved by **Ray**

That the 2016-17 Financial Statements be accepted.

CARRIED

6.2 Programs & Services Committee Report:

Shona presented the Programs & Services Committee Report. Highlights include:

- Increase in overall enrollments
- Student satisfaction survey results. Response rate of 67%
- Community Adult Learning Program (CALP) grant funding overview
- EMR Presentation
- Mental Health Grant Funding focus.

6.3 Terms of Reference: High Prairie Campus Construction Committee

Terms of Reference for the newly developed High Prairie Campus Construction Committee were reviewed by the Board.

MOTION 018-17/18: Moved by **Ray**

That the Terms of Reference for the High Prairie Campus Construction Committee be accepted.

CARRIED

6.4 Annual Report 2nd Reading

The Annual Report was submitted for 2nd reading.

MOTION 019-17/18: Moved by **Shona**
That the Annual Report be approved for 2nd reading.
CARRIED

6.5 Out of Country Travel

Members reviewed the out of country travel request for attendance at the Distance Library Services Conference held in San Antonio, Texas.

MOTION 020-17/18: Moved by **Edith**
That the Out of Country Travel request for the Director, Library Services be approved.
CARRIED

6.6 Board Retreat

Members discussed moving the Board Retreat to December in order to include newly appointed Board members. A regular Board meeting will be held on November 23rd at the Grouard campus, with the retreat to be held on Dec 13 & 14th in Peace River.

7. Policies

7.1 Human Resources Professional Development Policy 3rd reading

Ann presented the Human Resources Professional Development Policy for 3rd reading.

MOTION 021-17/18 Moved by **Ray**
That the Board approve the Human Resources Professional Development Policy 3rd and final reading.
CARRIED

8. Next Agenda:

3.9 High Prairie Campus Committee

4.1 Audit and Finance Committee

4.2 Program and Services Committee

7.1 Policy Review

9. In Camera Session

The meeting adjourned Oct 19th, 2017 at 3:00 P.M.